

BYE LAWS

Sneha Complex 119 Tower Sahakari Sansthancha Sangh Maryadit,”



Address

S N.119, Hissa No.4/2/3/4/5A & 5B+S N. 119,
Hissa No.6 To 13+ S N. 116/4 Hiss no.1+5 Warje
Highway, Pune 411058Pune.



BYE LAWS OF Federations Of Sneha Complex 119 Tower Sahakari Sansthan Sangh Maryadit"

1) PRELIMINARY-

- (a) The Federation shall be called the " Sneha Complex 119 Tower Sahakari Sansthan Sangh Maryadit"**
- (b) Sneha Complex 119 Tower Sahakari Sansthan Sangh Maryadit.** and shall be for the sake o brevity hereafter retard to as the "FEDERATION"
- (c) The registered address of the FEDERATION shall be S N. 119, Hissa No.4/2/3/4/5A & 5B + S N. 119, Hissa No.6 To 13+ S N. 116/4 Hiss no.1+5 Warje Highway, Pune 411058, Pune, Maharashtra.** Any change in the registered address shall be communicated to the Registrar of Co-Operative Societies, Pune and to the members of the Federation within 30 days of such change.



(d) In these Bye-laws and the regulations, if any framed for the FEDERATION, the following words and expressions shall have the meaning respectively given them, unless the subject matter is inconsistent therewith.

(1) "The act" means the Maharashtra Co-Operative Societies Act 1960 (Maharashtra Act xxiv of 1961)

(2) "The Rules" means the Maharashtra Co-Operative Societies Rules 1961

(3) "The Registrar" means the person appointed under the act to perform the duties of the Registrar of Co-Operative Societies.

(4) "The Committee" means the Managing Committee of the FEDERATION.

(5) "Office Bearers" means and includes the Chairman, Hon. Secretary and the Treasures for the time being of the FEDERATION

(6) "FUNDS" means and includes all investments, funds and properties moveable and immovable- belonging to or held by the FEDERATION.

(7) "Financial Year" means the period commencing from 1st day of April of a year and ending at 31st March of the following year.

(8) "Representative" means a person nominated by the Member Society of the FEDERATION.

(i) To promote, foster and develop the moral, intellectual, social, physical, economical, cultural and educational welfare of the members without any distention of caste, sex, race, creed and religion

(j) To arrange security measures both for the protection of the assets of the FEDERATION as well as for the protection of the property and life and limb of the member residents.

(k) To render medical aid or relief to the member residents through voluntary medical services

(l) To raise funds by collecting subscriptions, donations by organising benefit programs of music, dance, drama and other kind of cultural shows for the purpose of achieving objectives of the FEDERATION.

(m) To encourage members to plant trees, maintain and develop garden and greenery in the around their properties.



(n) To promote, develop and /or enforce civic sense amongst the members and their families enhancing their dignity, moral and social status for the purpose of harmonious living.

(o) To prohibit control, obstruct or stop the following:-

(1) An entry into the area of operation by any hawker, person intending to carry out sale of, commodities from door to door or the open spaces near any building except when such hawker/person is authorised to enter by obtaining entry pass from the FEDERATION on payment of prescribed fees.

(2) Any nuisance on the open ground around the buildings in the area of operation causing any inconvenience to the resident members and their families.

(3) An entry into the premises of the area of operation by any undesirable person in the interest of the security of the residents members and their families.

(4) Any activity causing disturbances, Nuisance to the peaceful atmosphere in the area of operation of the FEDERATION.

(p) And generally to do all the things, deeds and acts which may be necessary for the aid and support of any object and purpose herein above mentioned

4) MEMBERSHIP

The membership shall be restricted only to all _____ CO-OPERATIVE SOCIETIES which are registered under the Maharashtra Co-operative Housing Societies Act 1960 at _____, Pune.

5) FUNDS

Funds may be raised in any or all of the following ways viz :

- (a) By entrance fees
- (b) By issue of shares
- (c) By subscription-either monthly, quarterly or annually
- (d) By raising loans
- (e) By Donations
- (f) By deposits from members
- (g) By advertisements, rent etc.



(h) By any other mode permitted by the rules passed by majority votes at the General Body Meeting

6) SHARE CAPITAL

(a) The authorised share capital of the FEDERATION shall be Rs. /- (Rs. only) divided into one hundred forty shares of Rs.100/- each. Each and every member of society will own number of shares of the FEDERATION equal to the number of its registered members.

(b) The FEDERATION shall collect contribution from member societies sufficiently and adequately, to cover all the expenses to be required to be incurred in respect of repair and maintenance of common assets and to fulfill the objectives of the FEDERATION.

(c) Subscription payable by member societies shall be fixed at the Annual General Meetings of the FEDERATION from time to time.

7) MANAGING COMMITTEE AND ITS PROCEEDINGS

(a) The managing committee shall consist of Seven members, elected from representative nominated by each member society

(b) Election of Managing Committee shall be held every three years.

(c) The Committee shall elect a Chairman, Hon. Secretary and a Treasurer in their first meeting which shall be held within 30 days from the date of each Annual General Meeting.

(d) In the event of, any vacancy in the Committee caused on account of death, resignation, disqualification or removal of any member of the Committee for whatsoever reason, the Committee may fill in such vacancy by co-opting on the Committee any other member eligible to be on the committee

(e) The period of such co-opted member of the Committee shall be co-terminus with the term of the office of Committee.

(f) A person shall cease to be a Committee member.

(1) If he has failed to attend any three consecutive meetings of the Committee without leave of absence/without sufficient reasons.

(2) If he has incurred disqualification under the provisions of the Maharashtra Co-operative Societies Rules 1961 and Bye-laws of the FEDERATION.



(3) If he is in default to the FEDRATION in respect of any charge due from him and the demands made by the FEDRATION are pending from more than 60 days on the date of nomination by member Society.

(g) The member Societies may, if so desired, recall their nominated member and send a fresh nomination. This can be done only once in a year.

(h) The nomination of the members of the Committee shall be once in 3 years only.

(i) Five members of the Committee present in person shall form a quorum.

(j) The Committee shall meet as often as necessary but at least once in a month and may pass by simple majority such resolutions as they deem necessary for furthering the objects of the FEDRATION.

(k) The Chairman and in his absence a person elected by the members present from amongst themselves shall preside over the meeting of the Committee. In case of equality of votes, the Chairman shall have a casting vote.

(l) Any decision taken at the meeting of the Committee shall not be reopened until the expiry of six months from the date of the meeting at which decision was taken. However the same decision may in exceptional cases, be reopened with the prior consent of any two of the Office Bearers and be decided by 2/3 majority of the Committee members present and having voting powers, provided that the said item is included in the agenda of the meeting.

(m) It shall be incumbent of the Committee to call a Special General Body Meeting of the FEDRATION to decide the issue or subject on which the FEDRATION has not defined its policy and upon which the opinion of the members is strongly divided.

8) INVESTMENTS

(a) The funds of the FEDRATION when not employed in the business of the FEDRATION shall be invested or deposited as required under section 70 of the Act. The Committee shall have powers from time to time to vary any of the investments for the objects mentioned in the said Act.



(b) A certificate bearing a distinct number shall be issued for the shares held by member societies. If any share certificate be worn or defaced or lost, a duplicate share certificate may be issued in lieu thereof for payment of Rs. 500/- only to the FEDERATION.

9) AFFILIATION

The FEDERATION may become a member of the "Pune District Co-operative Housing Federation Ltd., Pune District Central Co-operative Bank and Pune District Co-operative Board and pay the sum payable to them from time to time under the Rules thereof or become a member of and/or subscribe to any other Co-operative Organisation with the approval of the Registrar in writing.

10) FIRST GENERAL MEETING

(a) The first General Meeting of the Promoters who have signed the application for registration of the FEDERATION, shall be held within a period of three months of the date of registration of the FEDERATION as provided under Rule 59 of the Co-operative Societies Rules. It shall be the responsibility of the chief promoter of the FEDERATION to convene the said meeting within the stipulated period.

(b) Fourteen clear days notice of the first General Meeting shall be given by the chief promoter to all the chief promoters who have signed the application for registration.

(c) The functions of the First General Meeting of the FEDERATION shall be as under

- (1) To elect the Chairman for the meeting
- (2) To admit persons to membership (other than promoters)
- (3) To elect the provisional committee
- (4) To receive and approve the statement of accounts as prepared by the chief promoter up to 14 days prior to the date of the first meeting.
- (5) To appoint internal auditors or legal adviser if necessary.
- (6) To authorise the Provisional Managing Committee to fix the quantum of subscription of members for smooth functioning of the FEDERATION.
- (7) To consider any other matter to be brought before the meeting with the permission of the chair.



(8) The person who presides over the First General Meeting shall record the minutes of the meeting, sign them and hand over to the Hon. Secretary elected at the First Meeting of the Provisional Committee.

(9) The Provisional Committee shall have the same powers and functions as the committee duly elected in accordance with the Bye-laws.

(10) The provisional Committee shall be in office for a period of one year or till duly elected committee enters upon office, whichever is earlier.

11) GENERAL MEETING

(a) The Annual General Meeting of the FEDERATION shall be held on or before 15th August or within the extended periods of each year as provided under section 75(1) of the Act. It shall transact the following business:

(1) To read and confirm the minutes of the last Annual General Meeting and also other Special General Body Meetings, if any.

(2) To receive from the Committee its report on the proceeding Co-operative year's working of the FEDERATION together with statement of accounts showing the Income and Expenditure, Assets and Liabilities and Profit and Loss for the year.

(3) To approve the Budget Estimates for the ensuing year

(4) To consider and frame new Bye-laws, amend, alter, modify or rescind them (5) To appoint internal auditor and fix his remuneration.

(6) To consider audit memorandum, if received from the statutory auditors for the previous year along with the audit rectification report

(7) To declare the names of the new nominees for the managing committee received from the member societies.

(8) To consider any other business put before it by the committee of which notice shall have been given by a member to the committee not less than 7 days before such meeting.

(9) To discuss incidental subject with the permission of the Chairman and pass resolution on it if approved.



(b) At the General Body Meetings all questions shall be decided by a simple majority of those present and voting, the voting being by show of hands. The chairman shall have the casting vote in addition to his ordinary vote. If on or before the declaration of the result of the voting, any member demands a Ballot, such ballot shall be at once taken by means of voting paper.

(c) A Special General Meeting shall be convened at any time by the Hon. Secretary at the instance of the Committee or upon the majority requisition signed by one fifth of the members of the FEDERATION or from registrar and shall be held as soon as possible but within one month of the date of notice of such meeting. A Special General Meeting shall not transact any business other than that mentioned in the notice convening the meeting.

12)PROCEEDINGS AT GENERAL MEETINGS

(a) A notice convening any General Meeting shall be issued by the Hon. Secretary stating the business to be transacted and the time and place of the meeting and shall be delivered at the registered address of the member and exhibited at the registered office of the FEDERATION. In case of Annual General Meeting at least 14 days clear notice and in case of Special General Meeting 7 days clear notice before the meeting should be given. In the case of an emergency Special General Meeting, if the Committee unanimously directs then shorter notice of not less than 3 days, may be given.

(b) No General Meeting shall be invalidated by the non receipt of any notice there of by any member. A copy of the notice of all General Meeting shall be sent to the Registrar.

(c) No business shall be transacted at any General Meeting except the adjournment of the meeting unless a quorum of members is present at the time when the meeting proceeds to business. Quorum for any General Meeting shall be five members of the FEDERATION present. No meeting shall become incompetent to transact business for want of quorum after the chair has been taken and business of the meeting started.



(d) If within half an hour after the time appointed for the meeting there is no quorum the meeting convened upon the requisition of the members, shall be dissolved. In the other case, it shall be adjourned to a later hour on the same day as may have been specified in the notice calling the meeting or to a subsequent date not earlier than seven days at the same time and place as is mentioned in the notice and the members present at an adjourned meeting shall be competent to transact business irrespective of quorum.

(e) The chairman of the FEDERATION shall preside at the General Meeting. If the chairman is absent or unwilling to preside, the members present shall choose one of the members present to be the Chairman for the meeting.

(f) If all the business on the agenda could not be transacted on the date on which the General Meeting is held, the Chairman may with the consent of the members present, adjourn the meeting to any other suitable date not later than 15 days from the date of the meeting. The adjourned meeting shall transact only that business which remained incomplete at the original meeting.

(g) No resolution passed at a meeting of the General Body shall be altered or cancelled for a period of six months except by $3/4^{\text{th}}$ of the members present and entitled to vote at the meeting convened for the purpose. Similarly no resolution can be brought before a General Body Meeting challenging the nomination of a representative by a member society.

(h) Each member has one vote only as a member of the FEDERATION which shall be exercised by him personally and not by a proxy.

13) POWERS OF MANAGING COMMITTEE

(a) The committee shall exercise all the powers and perform all the duties that the FEDERATION is competent to exercise or bound to perform in the achievement of the objectives of the FEDERATION except those which by statute or provision of the Act and rules are to be exclusively exercised or performed by the General Body and reserved to be performed in any other way.



(b) To achieve the aims and objects of the FEDERATION, the committee shall have the following powers:-

- (1) To pay out of the funds belonging to the FEDERATION or out of any particular part of such funds all expenses of or incidental to the formation of the FEDERATION and its management and administration and carrying out any of the objects of the FEDERATION
- (2) To invest and deal with any monies of the FEDERATION not immediately required for any of its objects in such manner as may be approved by the General Body of the FEDERATION and may from time to time be determined.
- (3) To draw, make, accept, endorse and discount cheques or other negotiable instruments.
- (4) For the purpose of the aforesaid, to sign, execute and deliver all such assurances and deeds and writings as may be necessary and to do and carry out all such matters and things as are likely to promote the objects of the FEDERATION.
- (5) To appoint, suspend, dismiss salaried servants of the FEDERATION subject to the Bye-laws of the FEDERATION.
- (6) To enter into agreement with any Government authorities or any Corporation, Companies or persons that may seem conducive to the FEDERATION'S objects and to obtain from any such Government authority, Corporation, Company or person any charters, Contracts, rights, privileges and concessions.
- (7) To keep true accounts of all sums of monies received and expended by the FEDERATION and the matters in respect of which such receipts and expenditure take place and of the property, credits and liabilities of the FEDERATION and subject to any reasonable restrictions as to time and manner of inspection of the same may be imposed in accordance with the Rules and Regulations of the FEDERATION for the time being in force.
- (8) To deposit the funds of the FEDERATION in the Pune District Central Co-operative Bank Ltd. Or any Scheduled Bank, and shall authorise by a written resolution, the chairman, the Hon. Secretary



and the Treasurer or any two of them to jointly operate the bank accounts.

(9) To commence, carry on defend and compromise all suits or proceedings including arbitration.

(10) To check the accounts books of the FEDERATION at the meeting of the committee at least once in three months.

(11) To sanction working expenses, to count cash balances and to deal with other miscellaneous business.

(12) To frame rules where ever necessary for the achievement of the Aims and Objects of the FEDERATION.

(13) To authorise one of the members of the Committee by name to verify the case balances as shown in the books of account and other property of the FEDERATION; at least one in six months and to report to the Committee the result in the next/ following meeting. If any shortage in case balance or any other property is reported, it shall be the duty of the committee to take prompt steps for the recovery of the charges failing which the committee members shall be jointly and severally responsible to make good the shortage.

(14) To do all such other lawful acts, deeds or things as are incidental or conductive to the attainment of any of the objects of the FEDERATION.

(c) The members of the committee shall be jointly and severally responsible for making good the loss which the FEDERATION may suffer on account of their negligence or omission to perform any of the duties and functions cast on them under the Bye-laws of the FEDERATION as also under the Act and the Rules framed thereunder for the time being in force.

14) OFFICE BEARERS

(a) THE CHAIRMAN shall:-

(1) Preside over all General Meetings.

(2) Sign minutes of all General Meetings

(3) Supervise all the activities of the FEDERATION and shall supervise the expenditure subject to the provisions of the budget and shall



generally guide and advise the other office bearers and employees/workers.

- (4) Call meetings of the Committee if necessary in case of emergency.
- (5) In addition to his voting right as a member he shall have a casting vote in case of equal number of votes.

(b) THE SECRETARY shall:-

- (1) Summon and attend all General Meetings of the FEDERATION and of the committee, and of any sub-committee if so required by the committee.
- (2) He shall record the minutes of all the meetings of the FEDERATION and the Committee or the sub-committee.
- (3) He shall prepare agendas, maintain records of the resolutions and policy decisions the Committee and the General Body.
- (4) He shall have charge of all the documents, other papers and the seal of the FEDERATION and shall keep the accounts in such a manner as the Committee directs.
- (5) He shall carry on the correspondence of the FEDERATION and supply needful information to the members of the Member Societies.
- (6) He should maintain Registers and Records as required under the Act and the Rules.
- (7) All receipts on behalf of the FEDERATION shall be signed by him or by persons authorised by him in writing.
- (8) He shall generally discharge his duties under the direction and control of the Committee.

(c) THE TREASURER shall:-

- (1) Maintain all accounts, receipts and disbursement of cash.
- (2) He shall submit to the committee quarterly the Income and Expenditure statements and get the same duly approved by them
- (3) He shall prepare Final Annual Income and expenditure Account and Balance sheet along with Budget Estimates for the approval of the Committee and the General Body.
- (4) He shall sign, endorse, negotiate or other wise deal with all receipts, cheques, hundies, bills of exchange, promissory notes and securities etc.



(5) He shall deposit monies in the bank / banks as may be approved by the Committee. A cash imparts up to Rs.25,000/- (Rs. Twenty Five thousand only) can be kept by him in his hand for immediate use.

15) ACCOUNTS.

(a) The bank accounts shall be opened in the name of the FEDERATION in to which all monies received on behalf of the FEDERATION shall be paid, subject to any directions of the Committee and the accounts shall be operated upon and all acquaintances and discharge shall be signed by the Secretary jointly with either Chairman or the Treasurer. Endorsement on the securities held by the FEDERATION shall be made by the Chairman, Secretary and the Treasurer.

(b) The accounts of the FEDERATION will be made up for each year ending 31st March and Profit and Loss account and the Balance Sheet shall be published on or before 15th May following and sent to members along with the notice of Annual General Meeting.

16) APPROPRIATION OF PROFITS.

The net income after meeting all the expenses and providing for the interest upon any loans and deposits shall be divided as follows:-

(a) 25 per cent of the net profit shall be carried to the Reserve Fund of the FEDERATION,

(b) The remaining 75 per cent of the net profit shall be utilised as follows viz;

(1) To pay dividend not exceeding 9 per cent per annum, upon the paid up share capital at such rate as the committee may recommend and the annual general body may approve. The dividend on shares shall be paid to the registered holders of such shares according to the books of the FEDERATION as on the last day of the co-operative year preceding.

(2) To pay honorarium to office bearers of the FEDERATION not exceeding 15 per cent of the net profits to reward them for the sacrifice of their valuable time for the working of the FEDERATION.



(3) The allocate to a common welfare fund, such part of the profit, as the annual meeting of the general body determine, to be utilised in furtherance of the objects specified in the Bye-law no.3.

(4) The balance, if any, shall be carried forward or dealt with in such manner as the annual meeting of the general body, on the recommendations of the committee, may be determine.

17) DISOLUTION OF THE FEDERATION

(a) The FEDERATION shall not be dissolved except by a resolution at the Annual General Meeting or Special General Meeting called for that purpose provided that no such resolution shall be deemed to ha been unless it be carried by a majority of at least $\frac{3}{4}$ th of the members present at the meeting and voting on such resolution and a notice of at least seven days of the proposal for dissolution is given in writing before the meeting.

(b) The funds and Assets of the FEDERATION after the dissolution shall be utilised in such manner as may be decided upon by the dissolution meeting and it shall be followed as per section 14 of the Act 1860.

18) GENERAL

(a) The committee shall forward every year its Annual Report with notice of its Annual General Body meeting to all Member Societies.

(b) No bye-law shall be made, altered or abrogated unless approved by the members representing at least 75 per cent of the Members of the Federation.

19) AMENDMENT OF BYELAWS:

The byelaws may be amended by the Association in the duly constituted meeting for such purposes and no amendment shall take effect unless approved by the members representing at least 75 per cent of the Members of the Federation.

Sr.No	Name Of Members	Signature
1	Sneha Complex A Co-operative Housing Society Ltd	SNEHA COMPLEX 'A' CO-OP. HSG. SOC. LTD.  CHAIRMAN SECRETARY TREASURER
2	Sneha Complex B Wing Co-operative Housing Society Ltd	स्नेहा कॉम्प्लेक्स बी विंग सह. गृह. संस्था मर्या. करिता  अध्यक्ष सेक्रेटरी  सचिव राजनेता  त्रिप्ति
3	Chaitraban Co-operative Housing Society Ltd	चैत्रबन को ऑप. मृह. संस्था मर्या वारजे तुला  चेअरमन  सचिव  सेक्रेटरी राजनेता
4	Sneha Co-operative Housing Society Ltd	स्नेहा सहाय्यी गृहनेवाणि संस्था मर्या. करिता  चेअरमन  सेक्रेटरी  त्रिप्ति
5	Shivneri Co-operative Housing Society Ltd	SHIVNERI CO-OP. HOUSING SOCIETY LTD.  चेअरमन  सेक्रेटरी  त्रिप्ति
6	Mayuresh Co-operative Housing Society Ltd	चेअरमन  सेक्रेटरी मयुरेश सह. गृहरचना संस्था मर्या.
7	Nandanvan Co-operative Housing Society Ltd	चेअरमन  सेक्रेटरी नंदनवन सह. गृहरचना संस्था मर्या.

या कायलिशन्येकाम्युन क्लू. आ की टाना
पीटाजा (१) / जीटाजा (२) / क्लू. १
पीटाजा (१) / जीटाजा (२) / क्लू. १
पीटाजा (१) / जीटाजा (२) / क्लू. १



उपनिबंधक

सहकारी संस्था पुणे शहर (१) पुणे